

**Vermont State Workforce Development Board
Operating Committee
Conference Call Agenda
March 22, 2018, 10:00 – 11:00 am**

- I. Call to order
- II. Discuss and Approve Revised Goals and Strategies for revised State Plan
- III. Set Agenda for Next SWDB Meeting, April 19th.
- IV. Discuss and set date for USDOL Training.
- V. Update on Legislative Action
- VI. New business
- VII. Adjournment

**Vermont State Workforce Development Board
Operating Committee
Conference Call Minutes
Thursday, March 22, 2018
10:00 am - 11:00 am**

Committee members in attendance by phone: Janette Bombardier, Chair Frank Cioffi, Secretary Al Gobeille, Eileen Illuzzi, Commissioner Lindsay Kurrle, Greg Maguire, and Secretary Michael Schirling

Board/Committee members not in attendance: Secretary Rebecca Holcombe, Laurie Gunn, Ellen Kahler, and Vice Chair Jen Kimmich

Governor's and State Agency & Department staff in attendance by phone: Dustin Degree, Sarah Buxton, and Sophia Yager

Chair Frank Cioffi gave the call to order at 10:05 am and requested that Executive Assistant Sophia Yager take attendance.

Executive Director Dustin Degree gave a brief overview of the meeting agenda: discuss and approve revised goals and strategies for the WIOA Unified State Plan, set agenda for the next full State Workforce Development Board (SWDB) meeting (April 19, 2018), discuss and set a date for federal Department of Labor (DOL) training, update on legislative action, and new business.

Discuss and approve revised goals and strategies for the WIOA Unified State Plan: Mr. Degree read modifications to the WIOA Unified State Plan Goals and Strategies as approved by the Ad Hoc State Plan Modification Committee. Operating Committee members offered the following feedback:

- Goal 1
 - Jen Kimmich sent feedback via email prior to the meeting.
- Goal 2
 - Ms. Kimmich sent feedback via email prior to the meeting.
- Goal 3
 - Janette Bombardier suggested that the language should reflect data that young men, not young women, are falling behind in STEM workforce representation. Eileen Illuzzi suggested more inclusive language such as "increase the number of skilled workers in the STEM fields... including non-traditional or under-served populations such as women."
- Goal 3, Strategy B and Strategy D
 - Ms. Illuzzi noted that the term "work" is vague and should be replaced with more explicit language.
- Goal 4
 - Small grammatical errors were noted by Ms. Illuzzi.
- Goal 5, Strategy F

- Ms. Illuzzi suggested language that requires all schools (not just Adult Education and Literacy providers) to be made aware of the priority sectors. Mr. Degree suggested reiterating the language from Goal 4, Strategy A.
- Goal 6
 - Ms. Bombardier suggested defining all acronyms, as well as the term “federally designated institutionalized workers.”
 - Sec. Schirling suggested simplified wording.
- Goal 6, Strategy C
 - Comm. Kurrle suggested more inclusive language to reflect non-retirees who temporarily exited the workforce.
- Goal 6, Strategy 4
 - Ms. Illuzzi suggested that the term “convert” is misleading and needs to be coupled with a mention of employment.

Mr. Degree noted that all suggestions will be incorporated into a final draft of the goals and strategies that will be sent to the Operating Committee for final approval before the WIOA Unified State Plan is submitted on April 2, 2018.

Set agenda for the next full SWDB meeting (April 19, 2018): Chair invited committee members to offer additions or changes to his draft agenda.

- Ms. Bombardier suggested that the Operating Committee set a time to discuss strategies to increase the SWDB’s effective performance. Mr. Degree explained that federal DOL training will help define these strategies.
- Mr. Degree asked for Chair to define an ideal meeting time frame. Chair decided that the meeting will run from 12:00 pm-3:00 pm, including lunch and time for committees to meet and discuss their respective Chairs, charges, etc.

Discuss and set a date for federal DOL training: Mr. Degree explained that regional representatives will come to Vermont for free and train the full SWDB in effective performance Strategies. Ms. Yager will poll committee members to set a date in May 2018 for the training.

Legislative update: Sarah Buxton, Director of Workforce Policy and Performance at the Vermont DOL, gave an overview of the H.919 “An act relating to workforce development”:

- Primary goals of H.919: outline public engagement process for the SWDB, create full-time position for a Career Pathways Coordinator, allow the Vermont Agency of Education (AOE) to approve Career Technical Education (CTE) pilots, charge the SWDB to oversee Career Pathways and to initiate a credential approval process, create a “returnship program,” and expand the Vermont DOL’s oversight of worker relocation, small business needs, and the link between college students and industry.
- Ms. Illuzzi stated her opposition to the Vermont DOL’s oversight of CTE, stating that AOE needs to have primary authority. She stated that this change was not a recommendation of the S.135 Working Group. Ms. Buxton will compile background information on this charge and send it to the Operating Committee.

No new business.

Chair adjourned the meeting at 11:01 am.

Respectfully Submitted by Dustin Degree.

Dustin Degree, Executive Director, Vermont State Workforce Development Board